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## Enterprise Bank Business Suite Online Banking Wire Transfer Instructions



# Wire Transfer Instructions

## Outgoing Wire Transfers

To receive your Wire Transfer PIN for added security and fraud prevention, all business customers are encouraged to fill out the Wire Transfer Agreement prior to transferring funds. This agreement is required for any customer wishing to wire funds using Business Online Banking or if processing over 10+ wires in a calendar year.

**There are three convenient ways to wire funds:**

### 1. Online Banking Session

For Business Suite Online Banking customers only. A Wire Transfer Agreement is required to set up online wire service.

### 2. Visit a Branch

For customers with Business or Personal Banking accounts. A Branch Representative will assist you with the process. You will need all beneficiary information including: Bank name and routing number or SWIFT code, account name, account number and address.

### 3. By Phone: 978-656-5769 or toll free 877-671-2265

A Wire Transfer Specialist will be happy to assist you. Your Personal Identification Number (PIN) is required.

*Note: Wire transfers are a fast and easy way to transmit funds, however because of their speed they are also an attractive target for fraudulent activity. Verify all emailed requests by phone, especially those with beneficiary or address changes.*

## Outgoing International Wire Tip:

Avoid currency conversion fees and deductions! Enterprise Bank can convert your currency on outgoing international wire transfers. Contact the Wire Servicing Department for more information.

## Deadlines

5:00 PM EST: Cutoff for wires initiated through Business Suite Online Banking, by telephone with PIN or by visiting a branch. *Large wire transfers requiring additional approval submitted after 4:30PM may be processed next business day. Wires initiated after the cutoff time or during weekends or Federal holidays will be effective the following business day.*

## Contact Us

Wire Servicing Department Hours:  
Monday - Friday from 8:30 AM to 5:00 PM ET  
Phone: 978-656-5769 or Toll Free: 877-671-2265

## Enterprise Bank

## Remittance Information

**Receiving Bank** Enterprise Bank  
222 Merrimack Street  
Lowell, MA 01852

**SWIFT Code** | EBTCUS33

**Routing / ABA #** | 011302742

**Beneficiary Information** | Account number into which the wire will be deposited, beneficiary name and address

## Incoming Wire Transfers

*All incoming Wire Transfers will be posted until 5:00 PM ET  
Funds received after 5:00 PM ET will be posted to accounts on  
the next business day.*

### Wires originating from within the United States:

Provide sender with your account number, the Enterprise ABA number and any additional "to further credit" instructions.

### Wires originating from foreign countries:

The sender has the option of using Enterprise Bank's financial intermediary (Wells Fargo Bank) or a US correspondent of their choice. If the sender is using another US correspondent, the sender would use that bank's remitting information. If using Wells Fargo Bank, please provide the sender with the Enterprise Bank Remittance Information.

## Wire Charges\*

### Incoming Charge (Domestic or International)

\$12.00 (each wire)\*\*

### Outgoing Domestic Charge

\$20.00 (each wire) via Business Suite Online Banking  
\$35.00 (each wire) Telephone or Branch

### Outgoing International Charge

\$30.00 (each wire) via Business Suite Online Banking  
\$45.00 (each wire) via Telephone or Branch

### Online Wire Transfer Module Charge

\$25.00 per month

*\*Charges are subject to change.*

*\*\*International wire charges may also be assessed by other financial institutions. These charges vary and are determined by correspondent banks or foreign currency exchanges. As such, the amount that you anticipate receiving may vary from the amount credited to your account.*